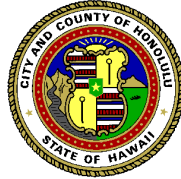


HONOLULU FIRE COMMISSION
CITY AND COUNTY OF HONOLULU

650 SOUTH KING STREET, 9TH FLOOR
HONOLULU, HAWAII 96813
Phone: (808) 723-7321 Fax: (808) 723-7397

KIRK CALDWELL
MAYOR



CRAIG NAGAMINE
CHAIR

CHARLOTTE NEKOTA
VICE CHAIR

MAX HANNEMANN

DENNIS MORTON

WILLIAM HONG

STEFANIE LEE

Minutes of Regular Public Meeting
Honolulu Fire Department Headquarters
Honolulu Fire Department Auditorium
Wednesday, May 20, 2020

CALL TO ORDER: Chair Nagamine called the regular meeting to order at 10:00 a.m.

MEMBERS PRESENT: Craig Nagamine, Charlotte Nekota, Max Hannemann, Dennis Morton, William Hong, and Stefanie Lee.

IN ATTENDANCE: Fire Chief Manuel Neves (HFD), Deputy Fire Chief Lionel Camara, Jr. (HFD), Assistant Fire Chief Ron Rico (HFD), Assistant Fire Chief Scott Lawton (HFD), Assistant Fire Chief Jason Samala, Assistant Fire Chief Socrates Bratakos (HFD), Brian Ancheta (Corporation Counsel), and Nadine Murata.

Chair Nagamine thanked HFD and Commission staff for coordinating and providing the resources in putting this meeting together.

II. PUBLIC TESTIMONY. Chair Nagamine asked if there was anyone from the public who wished to give public testimony. There was none.

III. APPROVAL OF THE MINUTES OF FEBRUARY 19, 2020. Chair Nagamine called for any comments or corrections to the minutes of the regular public meeting of February 19, 2020. Commissioner Lee moved and Commissioner Morton seconded. There being no further comments or corrections and with a unanimous vote in favor, the Commission approved the minutes.

IV. APPROVAL OF THE EXECUTIVE SESSION MINUTES OF FEBRUARY 19, 2020. Chair Nagamine called for any comments or corrections to the minutes of the executive session meeting of February 19, 2020. Commissioner Nekota moved and Commissioner Morton seconded. There being no further comments or corrections and with a unanimous vote in favor, the Commission approved the executive session minutes.

V. REPORT OF THE FIRE CHIEF. Fire Chief Neves passed out copies of his April 2020 monthly report and highlighted the following:

A. Major Incidents.

1. Fires. Fire Chief Neves went over major incidents with the Commission and highlighted a few. Details can be found in the monthly report.

Fire Chief Neves mentioned there were 5 fire incidents for the month of April and mentioned although COVID-19 is within the community the department continues to respond to 130 – 150 alarms a month.

Fire Chief Neves mentioned the department responded to 1,505 possible COVID-19 related emergencies for the month of April and 40 – 60 for the month of May.

2. Rescues. Fire Chief Neves went over rescues with the Commission. Details can be found in the monthly report.
3. Hazardous Conditions. Fire Chief Neves mentioned the department continues to respond to weather related emergencies.

B. Equipment Status.

Six frontline apparatuses and one auxiliary vehicle were out of service.

C. Vacancies. Fire Chief Neves went over vacancies with the Commission.

Fire Chief Neves mentioned that April's vacancies for FF II's, FF III's, and Captains have been filled.

Fire Chief Neves mentioned a new recruit class will commence on June 1, 2020, and currently there are 80 vacancies within the department.

D. Injuries- Report of Industrial Injury or Illness (ISWC). Fire Chief Neves briefly went over injuries with the Commission. Details can be found in the monthly report.

E. Grievances. Fire Chief Neves went over grievance with the Commission. Details can be found in the monthly report.

Fire Chief also reported on the following:

1. During the month of April, HFD received 3 complimentary postcards expressing gratitude for keeping the community safe during the COVID-19, pandemic and no complaints were received. Details are in the monthly report.
2. Fire Chief Neves mentioned that station visitations are currently suspended.
3. Fire Chief Neves had each member of the executive staff give a brief description of their sections' recent activities.

Deputy Fire Chief Lionel Camara, Jr.- Chief Camara briefly went over the Airport Hangar and Short-Term 2019 Novel Coronavirus (COVID-19) related plan with the Commission.

Chief Camara mentioned that the airport lease has been signed and indicated a price increase from \$4.6 million back in 2015 to \$12.753 million.

Chief Camara mentioned when it goes out to bid in 2022, the estimated cost could mount to \$15 million.

Chief Camara mentioned HFD is using funds from the COVID-19 to improve living conditions for the fire fighters while they are in isolation at the hangar.

Chief Camara asked if there were any questions. There were none.

Assistant Fire Chief Ron Rico- Fire Operation. Chief Rico discussed the effects of COVID-19 on company personnel.

Chief Rico explained in the past there were 4 personnel assisting a patient and now there is 1. In order to reduce the risk of contamination others stand 6 feet away listening to what assistance the patient may need.

Chief Rico mentioned stations are no longer welcoming visitors or families to the site and face coverings are required.

Chief Rico mentioned disinfecting stations at the start and end of each shift is mandatory.

Chief Rico explained that 2 rescue companies were relocated to Station 6 (Aikahi) and Station 19 (Pali) to isolate them.

Chief Rico mentioned that currently the department is not bringing companies from the outside to back fill but using the same companies.

Fire Chief Neves mentioned that the department has filled up its rank positions (Captains, FFII, and FFIII) so in case of an event the department doesn't have to borrow personnel to fill in those positions.

Fire Chief Neves mentioned that the department has tested over 20+ personnel who showed some form of symptoms, and all tested negative.

Fire Chief Neves mentioned that the department will consider changes when some sort of normalcy returns.

Commissioner Morton asked about a future timeline and response time.

Fire Chief Neves answered, the department takes heart in keeping the community safe and is taking a wait-and-see approach to moving personnel back to their normal locations.

Fire Chief Neves explained that the amount of rescues have subsided and the volume isn't running as before.

Commissioner Lee asked if there were fire fighter complaints due to relocation.

Fire Chief Neves answered, safety is the department's goal, and though there were complaints, the department needed to determine a path forward under the COVID-19 emergency.

Assistant Fire Chief Scott Lawton- Administrative Services. Chief Lawton explained the relocation project for the Kalihi Kai station renovation to the Commission.

Chief Lawton mentioned Station 31 (Kalihi Kai) is in the process of replacing its wastewater pipe system and the station will have to be vacant for a year.

Chief Lawton mentioned that the city recently purchased the Dee Lite property on Dillingham and this will be the temporary site for its engine and ladder. Relocation is expected on or about August 1, 2020.

Fire Chief Neves mentioned that the department has been reaching out to the community informing of anticipated construction and maintenance to the area.

Chief Lawton mentioned flyers were passed out to neighboring neighborhoods, neighborhood boards, neighborhood commission, and City Councilmember Manahan.

Commissioner Morton asked if the apparatuses' will have physical cover.

Chief Lawton mentioned tent structures will be constructed to protect the apparatuses, and that there is fencing.

Chief Lawton mentioned that the Department of Facility Maintenance (DFM) might be utilizing the front area and HFD will be occupying the second floor of the building with access from the back.

Fire Chief Neves mentioned that this location is a transit oriented development (TOD) property.

Commissioner Hong asked if the property was acquired by purchase or condemnation. Chief Bratakos stated it was a purchase, handled by the City's Department of Land Management (DLM).

Assistant Fire Chief Jason Samala- Support Services. Chief Samala went over the 107th and 108th Fire Fighter Recruit Classes and Rescue 3 Plan update with the Commission.

Chief Samala mentioned the department will have its first Fire Fighter Recruit Class 2 graduation on Friday, May 22.

Chief Samala mentioned that this graduation class will be small.

Fire Chief Neves mentioned that graduates are allowed to invite 1 – 2 family members, and that only he and Deputy Chief Camara among the Chiefs will attend the ceremony due to social distancing guidelines.

Commissioner Morton asked if this is the first class from the fire science group at Honolulu Community College (HCC).

Fire Chief Neves explained how the department revamped the curriculum at HCC and because the City takes a long time to hire, graduates were hired by other fire department.

Fire Chief Neves mentioned that the 7 recruits hired by the department came from other fire departments, and that very high standards are imposed.

Fire Chief Neves mentioned that the department will be making adjustments to its hiring process, in coordination with the City's Department of Human Resources (DHR).

Fire Chief Neves mentioned continuous recruitment within the department.

Chief Samala mentioned the 108th recruit class will start June 1, 2020 with 24 recruits, and the 109th class will commence 4 ½ months later with another 24 recruits.

Fire Chief Neves explained that normal recruit classes have 50 students. Due to COVID-19, classes have been cut in half due to social distancing, though the department does overlap classes.

Chief Samala explained and updated the Commission on the Rescue 3 Plan. Currently it's in review with all departments.

Commissioner Lee asked about Bill 14 that is attached to the Rescue 3 Plan.

Fire Chief Neves mentioned that department continues to meet standards and that the law shouldn't change.

Commissioner Morton asked if meetings have been productive.

Chief Samala answered, yes.

Fire Chief Neves mentioned after this plan has been established it will be turned over to Chief Rico for implementation.

Assistant Fire Chief Socrates Bratakos- Planning and Development. Chief Bratakos discussed Community Risk Reduction Branch Reorganization and COVID-19 Work Performed.

Chief Bratakos briefly discussed a pilot reorganization per Fire Chief Neve's request, after COVID-19 hit. The reorganization combines the planning and development with all the major strategic planning, technology and emergency communications under one division. This involves many changes, including technology changes.

Chief Bratakos mentioned that the department has developed a guide for all HFD personnel about COVID-19.

Chief Bratakos mentioned that the department has been mapping suspected COVID-19 outbreaks and helping to coordinate the hotels of heroes program.

Fire Chief Neves mentioned that the department puts out weekly videos educating personal about COVID-19 and due to low risk, videos are broadcast every other week.

Commissioner Hong commended the Hawaii Kai station (Station 34) on an outstanding job that it had performed over the prior weekend.

Commissioner Hong expressed his gratitude towards the fire fighters who worked really hard in rescuing an elderly women.

VI. ANNUAL EVALUATION OF THE FIRE CHIEF.

Commissioner Nekota moved and Commissioner Morton seconded that the Commission go into executive session to discuss the annual evaluation of the Fire Chief and to discuss potential changes of rules, polices and procedures of the Fire Commission, pursuant to HRS Sec. 92-

5(a)(2) and Sec. 92-5(a)(4). By unanimous vote, the Commission went into executive session at 10:50 a.m. and the regular public meeting reconvened at 11:09 a.m.

Chair Nagamine asked if there were any questions. There were none.

VII. ANNOUNCEMENT: The next Commission meeting will be held on Wednesday, June 17, 2020 at 10 a.m. in the Honolulu Fire Department Auditorium.

VIII. ADJOURNMENT: There being no other business, Commissioner Morton moved and Commissioner Lee seconded that the meeting be adjourned. By unanimous vote, the meeting was adjourned at 10:43 a.m.

Respectfully submitted by: Nadine Murata, Secretary.

APPROVED:

CRAIG NAGAMINE, Chair